

AGENDA

Tuesday 7th March 2023 – Staffroom

7.00pm

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| 1 | Open & Acknowledgement of Country |
| 2 | Welcome by the President |
| 3 | <p>Attendees/Apologies & Welcome New Members</p> <p>Attendees: Lee Evans, Kate Robinson, Janna Macpherson, Erin Mackenzie, Sarah Mross, Corinne Archer, Sarah Bianchi, Lauren Wilson, Geraldine Campbell, Michelle Lampret, Marney Wane, Alison Wedgewood, Rochelle Jones</p> <p>Apologies: Suzy Newell-Courtney, Amanda Ritchie, Michelle Mansson, Ngaire Greenacre, Tenille Warrington, Jennifer Hermes, Montana Raggett, Angela Mayer</p> |
| 4 | <p>Lee Evans – Presentation of Heathcote Community Volunteer Awards</p> <p>Thank you to Lee Evans for attending to present awards to recognise Marney Wane & Ngaire Greenacre for their great contribution volunteering for the Loftus P & C over many years.</p> |
| 5 | Minutes of Previous Meeting – accepted by Corinne Archer, seconded Geraldine Campbell |
| 6 | Business Arising from Minutes of Previous Meeting |
| 7 | <p>Correspondence Summary:</p> <p>In: P&C Federation emails</p> <p>In & Out: Correspondence relating to the movie night</p> |
| 8 | <p>Reports from:</p> <ul style="list-style-type: none"> - President Thank you to Suzy and the staff for all you are doing for supporting all the extracurricular activities across the school. A lot happening, with more to come. Excited to be working with our newly elected SRC. We'd love to support their ideas and work together with the SRC team. - Treasurer – see attached - Uniform Shop Sub-Committee – would love volunteers Thursday mornings - Vice President – Fundraising – see attached - Vice President Report – Special Projects - Principal report - We have had many wonderful things happen across the school since we last met. - Swimming carnival was a great event for all. We sent 29 students to the zone carnival with our junior relay team and 3 others receiving places. We have 1 student representing South-East at the next carnival. - Meet the teacher and parent teacher interviews were well attended a great opportunity to build or strengthen already developed parent partnerships. - School photos - promotional shots means we can move forward with the new promotional signage. |

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| | <ul style="list-style-type: none"> - NAPLAN practice sessions (Round 1) highlighted the need for a computer room upgrade, which we would love to gain your support with. This need was not evident last year during NAPLAN which we ran successfully in this space. Technology has aged particularly laptop devices in computer lab and library. - NAPLAN practice (round 2) will be on BYOD devices and school iPad. This will mean far less disruption to learning time and students will feel comfortable utilising either their own or school device. - Technology challenges due to DoE issues with Jamf upgrade, ongoing since end of last year. This has now been sorted. - Carpet upgrade - Majority of classrooms are getting a carpet upgrade through the asset maintenance program. - Mural -Uncle Rick and strong sista girls creating a great mural. It is traditional Dharawal art with connections particularly to the Loftus area. Uncle Bruce will provide the story and a plaque will be installed. A great learning piece for our students. - Schoolbytes transfer of our financial system. Admin team very happy. Slight hold on financial admin due to this. - Congratulations to Lola and Patrick for representing the South East team at the state cricket carnivals. - SRC team announced! We are excited for this group of students to meet regularly and have a student say for student ideas and school issues. - Sun Safety - Process of re-instating our Sunsmart status. This will include going through the sun safe checklist and action plan. Would P&C provide sunscreen for each classroom? Permission would need to be given in regards to allergies. - Funding ideas: <ul style="list-style-type: none"> - Music room/equipment. Due to the increased size of the band this year we require more amplifiers & drum kit. - Sensory room equipment. 1. For a safe space for students to go. 2. Tools that can be utilised more widely across the school. Amanda has made weighted lap blankets, which are much appreciated and utilised by students. Mini tramp - crash mats, fiddle toys (selection) - Sound Field system for all learning spaces – Kate Robinson has started research - Small toilet upgrade - Top playground gardens to become interactive. Stepping stones etc. - Sensory garden with equipment e.g. musical /touch/sound plus natural plants for smell and touch. Major project \$ - Film kit studio set up with green screen - approx \$5000 |
| 9 | <p>School Safety & Security</p> <ul style="list-style-type: none"> - Broken mirrors in girls’ toilets - WWCC register – please send WWCC details or confirmation of signing declaration at the school office to loftuspnc@gmail.com - Branches overhanging along National near the middle gate - Remind kids about bike safety to and from school |
| 10 | <p>General Business</p> <ul style="list-style-type: none"> - Follow up on sunscreen discussion – see above. <p>Resolution to fund up to \$1,000 on a trial, then look at again once process finalised. Accepted by unanimous vote.</p> <ul style="list-style-type: none"> - Parent raised item re: sustainable school book covers |

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| | <p>Reusable covers being trialled in Stage 2 and some other classes. School to provide feedback in early Term 4 and discuss other ideas, including books of a size that reusable covers can be used for in all Stages.</p> <ul style="list-style-type: none"> - P & C Office keys – requested could we please have another set cut, and a register to sign out the keys - Items for next meeting – (Tuesday 2nd May, Week 7, Term 1 2023) <ul style="list-style-type: none"> a. Vote on expenditure priorities |
| 11 | Close meeting 8.22pm |

The LPS P&C is committed to a free public education system which is inclusive of all, irrespective of culture, gender, academic ability and socio-economic status. Parents as partners in the education process, have a right and a responsibility to play an active role in the education of their children. Find out more at: www.pandc.org.au

2023-02-07 Term 1 Week 7 Meeting

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| Upcoming Events | <p>Term 1 events:</p> <p>17 Mar 2023 Movie Night</p> <p>20 Mar 2023 Hot cross bun orders open</p> <p>25 Mar 2023 State Election BBQ</p> <p>Important dates:</p> <ul style="list-style-type: none">• 15 Mar 2023 - Presale tickets for the Outdoor Movie Night close• 15 Mar 2023 - Packaging orders for the Election Day cake stall close• 24 Mar 2023 - Cake / cookie donations to be dropped at the school |
| Current Activities | <p>Planning for 2023</p> <p>The fundraising calendar for 2023 has been expanded upon with the activities for Term 1 confirmed.</p> <p>The updated calendar is being circulated</p> <p>Movie Night</p> <p>We have an amazing team working to make the Movie Night event a fun and successful evening. Thank you so much to everyone who has been involved, in particular:</p> <ul style="list-style-type: none">• Rochelle Jones - Design and branding• Michelle Rowling - Marketing and comms• Geri Campbell - Lolly cups• Alison Wedgwood - Popcorn• Lisa Nourbehesht - Drinks and ice blocks• Melissa Woodfield - Supplier engagement• Amanda Ritchie - All things payment related• P&C Exec - Support and ideas <p>We have set up a webpage for the event so we can manage the flow of information and links to givar - https://loftuspandc.com/pages/outdoor-movie-night</p> <p>Updates:</p> <ul style="list-style-type: none">• The movie has been confirmed as Paws of Fury: The Legend of Hank• We have sold 198 tickets so far which is fantastic. Social media marketing is ongoing and we are proposing to send another school note early next week to remind parents to purchase tickets. Online ticket sales close next Wednesday 15 Mar 2023• We have had some generous offers for prizes so that we can run a raffle on the evening as well. A big thank you to:<ul style="list-style-type: none">• Lisa and Pourya Nourbehesht - Whatsie Play Couch & Fitness Plus memberships• Michelle Rowling - Luna Park tickets• Geri Campbell - Raging Waters pass• Caroline Dean has kindly donated some drinks to the event• We will be trialing the event as a cash-free event. Additional communication will be shared via MOLS and DOLS and in upcoming school notes around this:<ul style="list-style-type: none">• 2 square readers will be available at each POS point with back up iPads in case• We will have 2 x food trucks, a lolly / popcorn / drinks (and potentially ice blocks) stall and a security guard will be onsite for the evening.• A run sheet has been drafted and will be updated as new activities are identified• The risk management plan has been reviewed by the school and insurance / working with children checks are underway with the suppliers.• Signage for the evening is being finalised and will be to the school for printing / laminating on Friday• A introductory video will be shown before the movie and may include content from the school (TBC) <p>Actions:</p> <ul style="list-style-type: none">• We still have several volunteer spots we would like filled:<ul style="list-style-type: none">• Entry gates & cushions - 5.30pm to 7.30pm x 2• Lolly, popcorn & drinks stall - 5pm to 7.15pm x 2• Lolly, popcorn & drinks stall - 6.30pm to 8.30pm x 1 <p>NSW State Election</p> |

The planning / organising is well underway for the Cake Stall and BBQ for election day. Thank you so much to everyone who has been involved, in particular:

- Leanne Flower - Cake Stall coordination
- Rochelle Jones - Design and branding
- Michelle Rowling - Marketing and comms
- Lisa Nourbehesht - Drinks
- Amanda Ritchie - Bread, morning BBQ coordinator and all things payments
- P&C Exec - Support and ideas

We have set up a webpage for the event so we can manage the flow of information and links to givar - <https://loftuspandc.com/pages/election-day-bbq-cake-stall>

Updates:

- The BBQ and Cake stall will be open from 8am to 3pm (or until we run out of food) with setup commencing at 7am and pack-up expected to be finished by 4pm
- We will be trialing the event as a cash-free event. Additional communication will be shared via MOLS and DOLS and in upcoming school notes around this:
 - 2 square readers will be available at each POS point with back up iPads in case
- A draft risk management plan for the event has been put together and will be shared with the school this week
- Cake Stall:
 - We have received the following orders for packaging:
 - Cake boxes - 77
 - Cookie bags - 135
 - Packaging will be bundled up and sent home with students on 20 Mar 2023
 - Cake and cookie donations are to be delivered to the school for sorting / pricing on 24 Mar 2023
- BBQ
 - The menu has been finalised as:
 - Sausage Sandwich (w/ or w/out onion)
 - Bacon & Egg Roll
 - The Lot Sandwich (Sausage, Egg, Bacon)
 - Meat and bread has been ordered and will be delivered / picked up on the day
 - Drinks will be ordered to cover both the Movie Night and the Election Day
 - We have completed an initial check of the equipment / supplies that are available in the dungeon however this will need more time to be allocated

 Actions:

- We need volunteers to help clean / prepare the BBQ and pull supplies out of the dungeon
- We need more cake / cookie donations for the cake stall
- We need more volunteers across all time slots for the BBQ and the cake stall

Hot Cross Buns

- Orders to open on 20 Mar 2023 and close 24 Mar 2023 **TO BE CONFIRMED**
- Distribution to the classes on 29 Mar 2023

Michelle Mansson has been in contact with Baker's Delight to arrange this year's hot cross bun drive.

Once the dates and pricing is confirmed we will make the hot cross buns available to order through the P&C website and will send out a note to the school community.

Mother's Day

We have commenced the planning for the Mother's Day stall. A stocktake of the stock remaining from the 2022 stall has been completed and we will be ordering new stock towards the end of March.